



Mosquito Fire Protection District

BOARD OF DIRECTORS MEETING

Thursday June 25, 2026 – 1 PM
8801 Rock Creek Road Placerville, CA 95667
MINUTES

Item	Presenter
1 CALL TO ORDER Topic/Date: MFPD Board Meeting June 25, 2026 Time: 1:00 PM Pacific Time (US and Canada) If you have a disability and are requesting an accommodation pursuant to the Americans with Disabilities Act, please contact district at 530-626-9017 or admin75@mfpd.us. Zoom: https://us06web.zoom.us/j/89135582912?pwd=T15o33P1o7gRKJc4V0mPftC72GEHUD.1 Meeting ID 891 3558 2912 Meeting passcode 223344 One tap mobile +16699006833,,88473746957#,,, *223344# US (San Jose)	L. Uggla
2 ROLL CALL & QUORUM ANNOUNCED. <i>Present Directors Trent Williams, Linnea Uggla, William Buhnerkempe and Maria Rodriguez. Director Kirk Bronsord absent. We have quorum.</i>	L. Uggla
3 PLEDGE OF ALLEGIANCE	L. Uggla
4 PUBLIC COMMENTS The public may address the board on any district related item not included in this agenda. We ask that your comments remain civil and respectful. Any lack of decorum will result in the forfeiture of your time. Please limit your comments to no more than 3 minutes in duration.	
5 ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR The Board may make any necessary additions, deletions, or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda and the Consent Calendar with one single vote. A Board member may request an item be removed from the Consent Calendar for discussion and separate Board action. At the appropriate time as called by the Board Chair, members of the public may make a comment on matters on the Consent Calendar prior to Board action <i>Motion by Director Williams to make agenda order to 7.1, 7.3, 7.2, 7.4, 7.5, 7.10, 7.14, 7.6, 7.7, 7.8, 7.9, 7.11, 7.12, and 7.13, and to hold item 6.2 until the next board meeting. Seconded by Director Rodriguez.</i> <i>Ayes: Directors Williams, Uggla, Buhnerkempe and Rodriguez. Noes: 0</i>	L. Uggla

6 CONSENT CALENDAR ITEMS Approval of Minutes 6.1 Minutes 2026 June 5 Special Meeting 6.2 Minutes 2026 May 28 Regular Board Meeting 6.3 Expenses 2026 May 20 6.4 Expenses 2026 June 2	L. Ugkla
7 ISSUE ITEMS 7.1 Chiefs' Report <i>Chief Dwyer provided a verbal report</i> 7.2 Issue Paper Budget 2026 - 2027 <i>Motion by Director Buhnerkempe to approve the presented budget, seconded by Director Ugkla. Ayes: Directors Williams, Ugkla, Buhnerkempe and Rodriguez. Noes: 0</i> 7.3 Resolution 2026-01 Appropriation Limitations <i>Motion by Director Buhnerkempe to approve the resolution, seconded by Director Williams. Ayes: Directors Williams, Ugkla, Buhnerkempe and Rodriguez. Noes: 0</i> 7.4 Resolution 2026-02 Elections <i>Motion by Director Buhnerkempe to approve the resolution, seconded by Director Williams. Ayes: Directors Williams, Ugkla, Buhnerkempe and Rodriguez. Noes: 0</i> 7.5 Issue Paper Captain-Fire Chief Posting <i>Motion by Director Williams to approve creation of an Ad Hoc committee to develop a posting for a Captain position to serve as the Administrative Head of the Mosquito Fire Protection District and to prepare the practical and legal requirements for delegation for this position, seconded by Director Buhnerkempe. Director Buhnerkempe asked that Items 7.10 and 7.14 be read for consideration during discussion which was done. Ayes: Directors Williams, Buhnerkempe and Rodriguez. Noes: Director Ugkla. Directors Williams and Rodriguez to serve on the Ad Hoc committee.</i> 7.6 Issue Paper Lexipol Policy Management <i>Director Williams requested that in accordance with the board decision at the February 26, 2026 board meeting to allow board members to have Read Only access in Lexipol, President Ugkla to direct Fire Chief Dwyer to restore "Read Only" access to all board members. And for President Ugkla to request that Fire Chief Dwyer assign resources to expeditiously update the Policy Review and Revision Tracking</i>	E. Dwyer W. Buhnerkempe L. Ugkla L. Ugkla T. Williams T. Williams

<i>document in Lexipol along with the updating and issuance of the following policies which were board approved as noted.</i> <i>Policy 101 Chief Job Description 4/23/2026</i> <i>Policy 1054 Board Clerk and Administrative Assistant 3/26/2026</i> <i>Policy 1048 Compensation and Benefits 2/27/2026</i> <i>Policy 1108 Use of District Facilities and Grounds 3/26/2026</i> <i>Policy 212 Physical Asset Management 5/28/2026</i> <i>Policy 213 Purchasing and Procurement 5/28/2026</i> <i>Director Uggle agreed to take the requested action.</i> 7.7 Issue Paper PIO Job Description <i>Director Williams made a motion that Chief Dwyer create a Job Description in accordance with Policy 3-01-00. Director Rodriguez seconded the motion. Ayes: Directors Williams, Uggle, and Rodriguez. Noes: Director Buhnerkempe.</i> 7.8 Issue Paper Software Ad Hoc Committee Dissolution <i>Motion by Director Williams to dissolve the Software Ad Hoc Committee, seconded by Director Buhnerkempe. Ayes: Directors Williams, Uggle, Buhnerkempe and Rodriguez. Noes: 0</i> 7.9 Issue Paper Updating Handbooks Discussion <i>Director Rodriguez described the activity for updating the personnel handbook which she is spearheading.</i> 7.10 Issue Paper – Chief Advertisement <i>Director Buhnerkempe made a motion to conduct a special closed session meeting within the next couple of weeks to discuss the pursuit of interim Fire Chief coverage. Director Williams seconded the motion. Ayes: Directors Williams, Uggle, Buhnerkempe and Rodriguez. Noes: 0. Date for closed session was established for July 1, 2026 at 1:00 pm.</i> 7.11 Issue Paper – Directions to Chief <i>Director Buhnerkempe made a motion to create a listing for the actions needed to be completed by Chief Dwyer prior to conclusion of his tenure. Seconded by Director Williams. . Ayes: Directors Williams, Uggle, Buhnerkempe and Rodriguez. Noes: 0.</i> 7.12 Issue Paper Conflict of Interest Discussion <i>Director Rodriguez provided a status update and indicated that this item will be presented at the next board meeting.</i> 7.13 Issue Paper Grand Jury Report Discussion <i>Director Buhnerkempe stated that the issue paper did not get published in the board packet but was just wanting to determine the method for the drafting of the responses to the Grand Jury report.</i> 7.14 Report out from 2x2 Meeting <i>Director Williams provided a report out on the 2X2 Shared Services meeting.</i>	T. Williams T. Williams M. Rodriguez W. Buhnerkempe W. Buhnerkempe M. Rodriguez W. Buhnerkempe T. Williams
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8 POLICY WORK 8.1 Issue Paper Policy 411 – Old Policy 3-07 Annexation Fees <i>Motion by Director Buhnerkempe to move this policy from the PDF document to Lexipol. Second by Director Rodriguez. Ayes: Directors, Ugkla, Buhnerkempe and Rodriguez. Noes: Director Williams.</i> 8.2 Issue Paper Policy 617 Old Policy 3-09 Training level for Recruit Volunteer Firefighter 8.3 Issue Paper Policy 618 Old Policy 3-10 Training Attendance Standard 8.4 Issue Paper Policy 1057 Old Policy 3-05 Lay Off 8.5 Issue paper Policy 1058 Old Policy 3-01-00 Job Descriptions 8.6 Issue paper Policy 1059 Old Policy 3-01-07 Job Descriptions - Volunteer Captain <i>Motion by Director Buhnerkempe to move this policy as amended from the PDF document to Lexipol. Second by Director Rodriguez. Ayes: Directors, Williams, Ugkla, Buhnerkempe and Rodriguez. Noes: 0.</i> 8.7 Issue paper Policy 1060 Old Policy 3-01-08 Job Descript - Vol Bat Chief 8.8 Issue paper Policy 1061 Old Policy 3-01-10 Job Descript - Paid Lieutenant 8.9 Issue paper Policy 1065 Old Policy 3-01-15 R&R Coordinator <i>Motion by Director Buhnerkempe to move this policy as amended from the PDF document to Lexipol. Second by Director Rodriguez. Ayes: Directors, Williams, Ugkla, Buhnerkempe and Rodriguez. Noes: 0.</i> 8.10 Issue paper Policy 1067 Old Policy 3-01-06 Job Descript - Volunteer Engineer 8.11 Issue paper Policy 1069 Old Policy 3-01-05 Entry Level Firefighter 8.12 Issue paper Policy 1202 Old Policy 1-04 use of attorney <i>Director Ugkla made a motion to to move item 8.2, 8.3, 8.4, 8.5, 8.7, 8.8, 8.10, 8.11, and 8.12 policies from the PDF document to Lexipol. Second by Director Buhnerkempe. Ayes: Directors, Ugkla, Buhnerkempe and Rodriguez. Noes: Director Williams.</i> <i>Motion by Director Rodriguez to strike all of the old policies from the manual once these policies have been issued in Lexipol. Second by</i>	W. Buhnerkempe
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<i>Director Buhnerkempe. Ayes: Directors, Williams, Uggle, Buhnerkempe and Rodriguez. Noes: 0.</i>		
9	COMMITTEE REPORTS 9.1 Finance Budget Study Session 9.2 Software Access Ad Hoc Committee 9.3 Capital Improvement Plan to the County	B. Buhnerkempe AC Bravo T. Williams
10	DIRECTOR'S COMMENTS	
11	ADJOURN 3:42 pm NEXT MEETING: THURSDAY JULY 23, 2026 1 PM	